



Identity Management Standards
Advisory Council

MINUTES

**Commonwealth of Virginia
Identity Management Standards Advisory Council (IMSAC)
Regular Meeting for Public Comment
Tuesday, May 24, 2018**

Commonwealth Enterprise Solutions Center
Multipurpose Room 1223
11751 Meadowville Lane
Chester, VA 23836

ATTENDANCE

Members Present:

**Lisa Kimball, Chairperson
Tom Moran
Lana Shelley**

Staff Present:

**Karen Baldwin, VITA / IMSAC staff
Joseph W. Grubbs, PhD, VDOT
Chelsea Jackson, VDOT**

**Michael Watson
Jeffery Zubricki**

Greg Richards, OAG

Katie Crepps – via conference call from Charlotte, NC

Members Absent:

**Jeremy Grant
Nelson Moe**

Call to Order

Chairperson Kimball called the meeting to order at 11:18 a.m. in multipurpose room 1223 at the Commonwealth Enterprise Solutions Center in Chester, VA.

Roll call was taken for IMSAC members. Ms. Katie Crepps joined the meeting via conference call from Charlotte, NC. Two members were en route with arrival within minutes: Mr. Watson and Mr. Zubricki; since a quorum was not yet present, the meeting began with the retrospective on IMSAC.

IMSAC Retrospective – Dr. Joseph Grubbs, VDOT

Dr. Grubbs provided a retrospective on what has been accomplished on the IMSAC program, including guidance documents recommended for adoption by the Secretary of Technology. He indicated that he and Ms. Chelsea Jackson would be providing support to the council and to VITA staff for the ongoing business of the council.

The presentation is available:

<https://www.vita.virginia.gov/media/vitavirginiagov/about/pdf/imsac/IMSAC-Retrospective-May-2018.pdf>

Ms. Crepps and Chairperson Kimball both thanked Dr. Grubbs for all his support and work on the documents and research for the IMSAC.

Chairperson Kimball asked whether anyone had seen the work of the council in the external environment; Mr. Tom Moran shared examples that he has seen in his work with utilities.

Note: The IMSAC meeting materials may be accessed on the VITA website at:

<https://www.vita.virginia.gov/about/councils-committees/imsac/meeting-materials/>

Meeting Minutes

Chairperson Kimball conducted roll call (Mr. Watson and Mr. Zubricki have joined the meeting) and called for a motion to approve the minutes from the Oct. 24, 2017 meeting. A motion was made, seconded and passed without objection.

Amendments to the Electronic Identity Management Act – Federation Results from the 2018 General Assembly Session and Proposed Legislative Changes (2019 General Assembly Session) to the Act (Federation) and IMSAC Statutes (§ 2.2-436 and § 2.2-437) - Eric Link, Deputy CIO/Legal and Legislative Affairs, Virginia Information Technologies Agency

Mr. Link provided a recap of last session's GA briefing, specifically House Bill 1269. He described the legislative process and efforts to speak with legislators and successfully move HB 1269 to approval. He reviewed lessons learned from the 2018 session and described how to revisit the legislative opportunities in the upcoming session. Mr. Link suggested that communications for the upcoming session have a background piece explaining fundamental aspects of the legislation and the desired goals.

Question from Mr. Zubricki: can the group put forth legislation without VITA's help? Mr. Link: yes, if the group so chooses. VITA can help, a draft would be needed by mid-August, suggests a meeting in July – August as working session to draft legislative ideas.

Mr. Moran: how would you explain impact of this work? Mr. Link: I would ask Chairperson Kimball, who responded that a comprehensive approach is needed, including background and what has occurred so far.

Create context for legislative success by telling legislators a story; this helps them convey info on subjects with which they have no experience. Develop 'elevator' speech which includes real-life impacts; also exploit the apolitical aspects of this legislation.

Is this something the group wants to pursue? If so, then pursue offline via electronic conversation and include Kantara Initiative input regarding certification.

Original legislation established the council to advise the Secretary of Technology; responsibilities have moved now to different area. Who takes on responsibility to update language in legislation? Mr. Link

shared thoughts that the council should reach out to the Secretary of Administration to share with her the role of the council.

Post draft of talking points online with instructions to review for discussion at July meeting. Chairperson Kimball: need to pursue this to optimize legislative opportunity for 2019.

Chairperson Kimball mentioned GDPR: has anyone thought about this? Mr. Link feels that this will be a topic in the 2019 session. Ms. Crepps feels that it should be put into the context of consumer protection. Mr. Zubricki said that the group should be mindful of the difference between the council's objectives versus the intent of GDPR.

LUNCH

Certification of Trust Framework Operators pursuant to the Electronic Identity Management Act, IMSAC Guidance Document 5: Certification of Trust Framework Operators - Greg Richards, IMSAC Counsel, Office of the Attorney General

Mr. Richards gave an overview of previous discussion around Guidance Document 5; three proposals for certification were discussed in June and October meetings; no decision by council on which proposal to pursue. Mr. Richards can provide assistance with questions and analysis, before and after a decision is made on which certification path to pursue. One question that arose in previous meeting from Kantara: if a 3d party is fulfilling role of certifier, would they have similar liability protection?

Dr. Grubbs provided an overview of the business case for certification. The guidance document is consistent with what the Advisory Council has recommended and is reflected in the guidance documents and those that have been recommended for adoption. Content covers certification criteria for trust framework operations and recommends process flow and establishes minimum criteria for authorities using this approach.

Dr. Grubbs made a request from staff: is this still aligned with the recommended approach from council? If so, this document has completed the public review process but there is still an opportunity to take another review. One thing that staff would recommend is to take another review and at next meeting make recommended changes / edits to guidance document and re-recommend GD to Secretary for adoption. The comments to which Mr. Richards referred earlier were for clarification and edits have been made in document. Dr. Grubbs suggests making additional edits and bringing the document back to the next meeting.

New Business

IMSAC Work Plan - Co-presenting: Karen Baldwin, IMSAC Staff Analyst, Virginia Information Technologies Agency Joseph W. Grubbs, Ph.D., IMSAC Agency Support, Virginia Department of Transportation



Ms. Baldwin provided an overview of the updated work plan, reflecting tasks accomplished to date, current tasks with dates and resources and future tasks.

Recommendation to Transmit IMSAC Guidance Document to the Secretary of Administration for Adoption

Co-presenting: Karen Baldwin, IMSAC Staff Analyst, Virginia Information Technologies Agency

Joseph W. Grubbs, Ph.D., IMSAC Agency Support, Virginia Department of Transportation

IMSAC Guidance Document 6: Trustmarks for Digital Identity Management

<https://www.vita.virginia.gov/media/vitavirginiagov/about/pdf/IMSACGD6Trustmarks.pdf>

Question from Chairperson Kimball: how to transmit when we do not know to whom we are transmitting?

Dr. Grubbs discussed Document 6. He mentioned creating implementation guidance for these documents.

GD 6 has completed the public review process and is ready to be sent to the Secretary of Administration for adoption.

Chairperson Kimball called for a motion to approve sending GD 6 to the Secretary for approval and adoption; the motion was made, seconded and passed.

General Discussion

The Chairperson asked the Advisory Council for input on any public comment.

RECAP: Council is encouraged to review and provide comments on GD 5 and submit to staff.

Chairperson Kimball led discussion and scheduling of next meeting; group settled on Monday, July 16.

Public Comment

Chairperson Kimball is not aware of any public comments.

Adjournment

Chairperson Kimball asked the Advisory Council if there were any objections to adjourning; hearing none, the chair adjourned the meeting at 1:48 p.m.